REGULAR MEETING FRANKFORT BOARD OF COMMISSIONERS

February 23, 2015 5:00 P.M. (EDT)

PRESENT: Commissioner Tommy Z. Haynes

Commissioner John R. Sower Commissioner Robert E. Roach Commissioner Lynn Bowers

Mayor William I. May, Jr. (5)

ABSENT: None (0)

Mayor May called the meeting to order. The invocation was given by Rev. Scott Rollins, Highland Christian Church. The Pledge of Allegiance was recited.

It was moved by Commissioner Bowers, seconded by Commissioner Haynes, that the minutes of the January 12, 2015 Work Session; January 16, 2015 Special Meeting; January 26, 2015 Special Meeting; and January 26, 2015 Regular Meeting be approved as presented. The question was put upon the motion, and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers, and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

It was moved by Commissioner Haynes, seconded by Commissioner Sower, that the minutes of the January 5, 2015 Special Meeting be approved as presented. The question was put upon the motion, and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, and Mayor May (4). Commissioner Bowers abstained due to not being present. Those voting against the motion were none (0). The motion was thereupon adopted.

Citizen Comments

Courtney Nitz invited the Board to the first annual Ms. Capital City Pageant to be held March 21st at 6:00 p.m. at Frankfort High School. This pageant is affiliated with the Miss Kentucky and Miss America pageants.

Sam Marcus, president of the Frankfort Humane Society, thanked city staff for their work during the winter weather. Mr. Marcus also thanked the Board for their support for revisions to the Animal Ordinance and other interactions over the past year. He offered particular thanks to City Clerk Ramona Newman and City Solicitor Rob Moore for their work in researching and developing the Ordinance.

Mayor May and each Commissioner thanked staff for their hard work during the harsh winter weather.

"AN ORDINANCE AMENDING SECTION 37.31(E) OF THE CITY OF FRANKFORT CODE OF ORDINANCES, AND SECTIONS 40.24, 40.30, 40.32 AND 40.36 OF THE CITY OF FRANKFORT CODE OF ORDINANCES REGARDING FIRE DEPARTMENT PERSONNEL" was presented and read. This Ordinance had its first reading on January 26, 2015. It was moved by Commissioner Roach, seconded by Commissioner Haynes, that the Ordinance be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers, and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted (Ordinance No. 5, 2015 Series).

"AN ORDINANCE AMENDING CHAPTER 90, ANIMALS, SECTION 90.20, PET LICENSE REQUIRED, SECTION 90.23, IMPOUNDMENT, 90.24, RECLAMATION BY OWNER OR CUSTODIAN, AND 90.25, ADOPTION OF DOG OR CAT; TIME LIMIT, OF THE CITY OF FRANKFORT CODE OF ORDINANCES" was presented and read.

"AN ORDER CONCERNING EMPLOYMENT END DATES" was presented. It was moved by Commissioner Roach, seconded by Commissioner Bowers, that the order be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers, and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted (Order No. 1, 2015 Series).

"RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE KENTUCKY OFFICE FOR HOMELAND SECURITY FOR THE LAW ENFORCEMENT PROTECTION PROGRAM, TO EXECUTE ANY DOCUMENTS WHICH ARE DEEMED NECESSARY BY KOHS TO FACILITATE THIS PROJECT, AND TO ACT AS THE AUTHORIZED CORRESPONDENT FOR THIS PROJECT" was presented. It was moved by Commissioner Roach, seconded by Commissioner Haynes, that the Resolution be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers, and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted (Resolution No. 3, 2015 Series).

At the request of Commissioner Sower and without objection, items 7.5 and 7.10 were removed from the Consent Agenda and moved to new Business as Items 10.2 and 10.3 respectively.

The following miscellaneous and personnel items were presented:

- Authorized the Mayor to sign the contract and all related audit documents with Charles T Mitchell CPA (CTM) to allow them to perform the City's annual audit; additionally, City Manager and Finance Director are authorized to sign the audit representation letter indicating that all related audit information has been presented to CTM; funds are available in the budget under Account No. 100-10-53220 and Account No. 200-68-53220 (Finance);
- 7.2 Authorized the disposal of surplus property by public auction, and authorized the Mayor to sign all related documents (Finance);
- 7.3 Authorized the Mayor to sign an agreement with Joe Penn Auctioneer; the auctioneer fee of 8% will be paid from the auction's sale proceeds (Finance);
- Authorized acceptance of bids for sixty-five (65) new electric golf carts at Juniper Hill Golf Course, and authorized the Mayor to sign all related documents; the purchase of 65 electric golf carts will include the trade-in value of the current golf cart fleet; funds are available from the Transportation Improvement Account, division 79 (Juniper Hill Golf Course) will make monthly payments back to the Transportation Account over a multi-year payment schedule, thereby avoiding finance and interest charges (Parks & Recreation / Golf);
- Authorized contract award to Meyer Midwest Inc. for the construction of the Transit Wash Bay, and authorized the Mayor to sign all related documents; funds for this project in the amount of \$703,000 are available via a 5309 Direct Appropriations Grant from Transportation Delivery, and will be paid through Grants Account No. 100-01-22061; funds will be reimbursed through the grant; the remaining funds in the amount of \$6,800, are available in Account No. 100-64-54325 (Public Works);
- Authorized entering into a contract with Community Trust Bank to provide lock box services for City of Frankfort ambulance billing, and authorized the Mayor to sign all related documents; the monthly fees for the lock box service are based on the number of items processed and are as follows: Monthly Maintenance \$75.00, per item 0.30, Photocopy of Check 0.10, Sorting or checks, or other special handling, per item 0.05, U.S. Postal Service Forwarding Fee 0.50; the fees will be paid out of Account No. 100-41-53265 (Fire and Finance);
- 7.8 Authorized the annual payment of Smart911 Contract, and authorized the Mayor to sign all related documents; \$22,000.00 will come from E-911 fund (E911 / Police);
- 7.9 Authorized the purchase a 2014 F150 Supercab 4wd truck to be utilized as the City's Animal Control response vehicle, and authorized the Mayor to sign all related documents; the cost of the vehicle is \$24,187.00 on state contract; there will be a slight fee for up-fitting

the truck with a police radio, identifying stickers, and a light bar, the equipment will be recycled from the current vehicle so there will only be labor costs, which will be covered out of vehicle maintenance budgeted funds; funds to purchase the vehicle are available in the State Asset Forfeiture Account No. 660-00-51100 (Police);

- 7.11 Authorized the following personnel actions:
 - Promotion of Bobby Ripy, effective 1/27/15, GIS Analyst II to IT Manager (IT);
 - Appointment of Marshall Fitzgerald, effective 2/24/15, to position of Plant Operator Trainee (Sewer);
 - Appointment of Victoria Jones, effective 2/3/15, to position of Office Assistant (City Manager/Public Works Transit);
 - Authorized 2 conditional offers of employment for the position of Patrol Officer I, contingent upon successful completion of background, medical, psychological, polygraph, and drug screen examinations by each candidate.

It was moved by Commissioner Haynes, seconded by Commissioner Sower, that the Consent Agenda be adopted. All members being present, the motion to approve the consent agenda was adopted without objection.

Old Business

Commissioner Sower praised the Fire Department for a professional and efficient job responding to a water pipe break in the Sower Building. He specifically complimented responding Firemen Battalion Chief Chuck Thompson, Fireman Patrick Sword and Fireman Kehl Hilbert.

Commissioner Sower requested to review the City Fire Marshall's yearly report.

Commissioner Sower informed the Board and staff that the County Clerk's Office has changed their schedule to accommodate more citizens. That office will now be open the third and fourth Saturday of each month. Commissioner Sower requested the City to explore the feasibility of establishing a Saturday schedule, especially the Planning and Building Codes Department.

At the request of Commissioner Sower, each department will make every effort to use Frankfort radio stations and FBP Cable 10 to inform the public of city programs, events, and news.

Commissioner Roach reminded Department Directors of the upcoming surplus sale and requested that all items not needed be added to the sale.

Commissioner Roach requested information from City Solicitor Rob Moore on meeting with Franklin County officials to discuss an interlocal agreement for Emergency Management before the budget is finalized.

At the request of Commissioner Sower and without objection, an economic development conference update will be given at the March Work Session.

At the request of Commissioner Sower and without objection. Police Chief Jeff Abrams will report at the March Work Session on crime prevention with the new 12-hour schedule, and neighborhood watch programs.

Commissioner Haynes requested an update on the progress of the ambulance billing. Fire Chief Eddie Slone responded.

New Business

"A RESOLUTION OF THE CITY OF FRANKFORT, KENTUCKY RELATING TO LOAN ASSISTANCE FROM THE FEDERALLY ASSISTED WASTEWATER REVOLVING LOAN FUND" It was moved by Commissioner Sower, seconded by Commissioner Haynes, that the Resolution be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers, and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted (Resolution No. 4, 2015 Series).

It was moved by Commissioner Haynes, seconded by Commissioner Sower, to authorize Amendment No. 5 for CDM Smith Inc. for changes in the contract time of the Crestwood Sanitary Sewer Rehabilitation Project, and to authorize the Mayor to sign all related documents. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers, and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

It was moved by Commissioner Haynes, seconded by Commissioner Sower to authorize an application for Highway Safety Grant funds, and authorize the Mayor to sign all related documents. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers, and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

At the request of Commissioner Sower and without objection, Police Chief Abrams addressed the issue of vest cams for the Police Department.

It was moved by Commissioner Bowers, seconded by Commissioner Haynes, to go into closed session per KRS 61.810 (1)(b), Property and KRS 61.810 (1)(c), Litigation. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers, and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted, and the meeting went into closed session at 5:33 p.m.

It was moved by Commissioner Roach, seconded by Commissioner Sower that the meeting return to open session. The question was put upon the motion and the motion was adopted by voice vote. The meeting returned to open session at 6:41 p.m.

It was moved by Commissioner Sower, seconded by Commissioner Roach, that the meeting adjourn. The question was put upon the motion and thereupon adopted by voice vote. The meeting adjourned at 6:41 p.m.

	Mayor	
Attest:		
City Clerk		